

DRAFT

**City - ARHA
Work Group on Samuel Madden
August 15, 2001**

Committee Members Present:

Mayor Kerry Donley
Bill Euille, Member, City Council
David Speck, Member, City Council
A. Melvin Miller, Commissioner, ARHA Board
Michele Chapman, Chairperson, ARHA Board
Donna Fossum, Planning Commission
Phil Sunderland, City Manager
Bill Dearman, CEO, ARHA
Mark Jinks, Assistant City Manager
Connie Lennox, Director of Development, ARHA

Others Present:

Joyce Woodson, City Council
Marye Ish, ARHA
Angela Smith, Office of Management and Budget
Ken Thompson, Ken Thompson & Associates
Cindy Smith-Page, Department of Real Estate Assessments
Jeffrey Farner, Department of Planning and Zoning
Helena Soprano, Department of Planning and Zoning
Sandy Murphy, Assistant to the Mayor
Beverly Jett, City Clerk
Shane Cochran, Housing
Ann O'Hanlon, Washington Post
Cheryl Mitchell, Alexandria Residents Council
Greg Flemister, Citizen
Darryl Whitehead, Citizen
Carolyn Merck, Citizen
Marilee Menard, Citizen
Roger Mechanic, Citizen

The meeting minutes from the June 8 and June 22, 2001 Work Group meetings were distributed, differences in the June 22 minutes were resolved, and both meeting minutes were approved.

The Group was given an update from Mr. Dearman on AHRA's meeting with HUD. HUD reminded ARHA that the HOPE VI grant was awarded based on the original application and HUD would not say whether they would approve a new design plan until one has been submitted. HUD gave the ARHA staff a deadline of September 10, 2001 to have a development schedule presented to them. HUD staff would be willing to meet with both ARHA and the City. It was decided that the Work Group would reach some decisions and then meet with HUD to discuss the project details. Mr. Dearman will contact HUD regarding this meeting. The group discussed three areas where some decisions needed to be presented to HUD including a timetable, off-site update, and the content of the RFP/RFQ.

In regard to the off-site units, a motion was made, seconded, and unanimously approved that the task force convene an executive session at this time for the purpose of discussing or considering the condition, acquisition or use of real property for public purpose, or the disposition of publicly held property, pursuant to Virginia Code § 2.1-344 (A) (3).

Motion was made, seconded, and unanimously approved to reconvene its meeting of this date which was recessed for the purpose of conducting an executive session.

After coming out of the executive session a motion was made and unanimously passed that certified to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.

There was a discussion on the process that would take place for drafting the RFP/RFQ. It was agreed that (1) the ARHA staff would draft the RFP/RFQ and send the substantive parts to the City for comment, (2) if there are any disagreements, the Work Group will discuss them and resolve any differences, (3) City staff will have the opportunity to review the entire RFP before it gets released, and (4) HUD will also have to review the RFP/RFQ before it gets released.

The following key criteria were agreed upon to be included in the draft RFP/RFQ:

- Maximum of 170 units on-site (i.e., 170 or fewer total units)
- 52 Public Housing Units on-site
- Adherence to City parking requirements
- Adherence to City open space (usable, ground level open space) requirements
- Preference given for placing higher density on north block
- Use of North Old Town guidelines for both blocks

Mr. Miller noted that before the ARHA board would be willing to release the RFP/RFQ to the public, there would need to be some type of City Council action in regard to off-site locations, commitments to finances, number of on-site units and other issues. Mayor Donley assured the Work Group that something would be taken to City Council at its first legislative meeting, which

will be September 11, 2001. This will give ARHA something concrete to take to the ARHA Board and HUD.

Ms. Cheryl Mitchell from the Alexandria Residents Council expressed concern that there was not a representative for the residents on the committee. She also was concerned that the executive session leaves residents totally out of the process. Mayor Donley explained that the executive session was held to discuss the acquisition of real property and assured Ms. Mitchell that no decisions are made in executive sessions. Mr. Sunderland also assured Ms. Mitchell that if a property is proposed for acquisition, the public would have the opportunity to give input before a final decision is made.

The Group then discussed whether ARHA was going to issue an RFP/RFQ and select a developer who would hire an A&E firm to develop plans and go through the land use processes, or have ARHA's HOPE VI Program Manager hire an A&E firm to develop plans and go through the land use processes then contract with a developer. After debate and discussion it was decided by the Work Group that the developer hiring the A&E firm and going through the land use processes was the process that would be followed, and a pre-bid conference should be considered before the final RFP/RFQ is released.

It was decided that before the next meeting the RFP/RFQ will be drafted by ARHA and then given to City staff to review. Also, a docket item will be scheduled before City Council on September 11, 2001 to address the financial commitment of the City, as well as key criteria agreed to (see prior page) by the Work Group. ARHA staff is going to try to get the meeting with HUD scheduled later than September 11 in order to have something concrete to present them. The next meeting for the Work Group was scheduled for Thursday, September 13, at 6:00p.m, in the Council Workroom.